

Minutes of the Clarborough & Welham Parish Council meeting held on 4th September 2017 at 7pm in the Clarborough Village Hall, Main Street, Clarborough.

Present: Cllr Gibson(Chair), Cllr Avery, Cllr Bowler, Cllr George & Cllr Willcock

Others present: Mrs Davies (Clerk), District Cllr Sutton, County Cllr Taylor, Mr Oates (Footpath Warden) and members of the public

716/17 To receive apologies for absence

Apologies received and accepted from Cllr Baines and Cllr Hardie.

717/17 To receive any Declarations of Interest in any items on the agenda

No Declarations of Interests received.

718/17 Open session for members of the public to speak and to receive reports from the District & County Councillors, PCSO Airey and Mr Oates (Footpath Warden)

Issues raised by members of the public:

Queries over spending money on the Parish Pasture; moving the right of way footpath through the field; fly tipping on District Council land; the fence erected on Little Lane and clearing of the dykes.

County Cllr Tracey Taylor reported that she has taken photos of the grasscutting and will chase Notts County Council for a follow up to her request.

Cllr Taylor also reported that Highways carry out two major and two minor grass cuts during the grass cutting season; plus other cuts as needed for safety issues i.e. visual sprays at road junctions.

District Cllr Kath Sutton reported on the lack of alternative sites for the bottle banks.

The Chair said that the overgrown hedges/tree on Howbeck Lane have now closed $\frac{3}{4}$ of the width of the road off; the falling leaves will be blocking the drains which in turn causes flooding down to the Main Street.

Mr Oates (Footpath Warden) reported:

Maintenance matters

Mr Oates is unable to report any progress on the outstanding matters since the last report in July, he was due to meet with the Rights of Way Officer for a review but unfortunately she was involved in a car accident and unable to meet.

Bridleway No. 3 – despite an earlier ruling from the Rights of Way Officer, a landowner has erected a fence between his boundary and the bridleway. A course of action is being discussed with senior officials at Notts County Council.

Footpath No.1 – the Rights of Way Officer is hopefully discussing a programme with Cllr Willcock for the cutting of the grass along the correct line of the path. The long grass is currently making it difficult for pedestrians.

PCSO Airey was unable to attend the meeting but sent his crime report in which the Chair read out.

719/17 To approve the minutes of the meeting held 31st July 2017

An amendment to minute number 714/17 – bullet point 5 should read ‘The Chair to contact Highways re trees on the right hand side of Howbeck Lane.

After amendment Cllr Bowler proposed to accept the minutes of the meeting as a true record; this was seconded by Cllr Willcock and resolved by the Council.

720/17 To receive updates from the minutes of the meeting held 31st July 2017

Minute 713/17:

- The Chair has contacted Highways and they have confirmed that they carry out a tree survey along the major routes
- The Chair has reported the constant flashing school light; however it has not yet been repaired
- Residents have written to Highways regarding the overgrown trees and hedges on Howbeck Lane; the Chair has also reported
- The overhanging hedge on Big Lane has been sorted
- The Chair reported that he has spoken with the grounds maintenance regarding strimming around the posts; this is something that you usually do and it was a one off occurrence that it was not carried out

721/17 To receive reports from other meetings

No meetings attended. The Chair will be attending the Central Bassetlaw Forum on Wednesday.

722/17 To receive play area inspection reports

Cllr Bowler gave his play area inspection reports.

- One tree has snapped possible through rotting; Cllr Bowler will remove the stump
- Some bolts require tightening on the multi-play item; the Chair will tighten them up
- The Chair will carry out an ancillary report for the next meeting in preparation of winter.

723/17 To consider planning applications, note any planning correspondence and decisions

Application: 17/00978/HSE

Location: The Corner Barn, Welham Road, Welham

Proposal: Reinstate pantile roof to existing outbuilding structure (Outbuilding walls and piers already in place)

The Council considered the above application and Cllr Avery proposed not to make any objections; this was seconded by Cllr Bowler and resolved by the Council.

724/17 To review the insurance for 2017/18

The Clerk circulated copies of the insurance renewal prior to the meeting for Councillors to view.

Cllr Willcock proposed to accept the renewal; this was seconded by Cllr George and resolved by the Council. This is the last of the three year insurance period.

725/17 To approve annual grant to the Clarborough & District W.I Christmas Dinner

The Clerk has received an application request from the W.I for the annual grant towards the senior citizens Christmas dinner. Cllr Willcock proposed to approve the annual £500 grant; this was seconded by Cllr George and resolved by the Council.

726/17 Finance – to approve payments and receive financial updates

The Clerk circulated copies of the July & August finances, back statements and budget to date figures.

Cllr Willcock proposed to approve the following payments; this was seconded by Cllr George and resolved by the Council.

- a) Jones & Co – payment on account for legal fees £500.00 (1985)
- b) Parish Clerk – August wage £150.39 (1986)
- c) HMRC – p.a.y.e £37.40 (1987)
- d) Replacement of lost cheque 1957 £191.63 (1988)
- e) Clarborough & District W.I – Christmas dinner grant as approved above £500.00 (1989)
- f) Came & Co – Insurance renewal for 2017/18 £1059.42 (1990)
- g) Holmes Groundcare Maintenance £334.30 (1991)
- h) Platts Farming – work on Parish Pasture £720.00 (1992)

The Clerk reported that the External audit report and certificate has been received and the findings were as follows:-

‘On the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no other matters have come to our attention giving cause for concern that relevant legislative and regulatory requirements have not been met’.

The Notice of Conclusion of Audit will be posted on the website.

727/17 To receive update on the gifting of the Parish Pasture and consider associated legal fees

Cllr Willcock gave an update re the gifting of the land of Broad Gores from Bassetlaw District Council. The solicitor has confirmed by email that she has now read through the documents provided by the District Council; and highlighted some points for clarification by the Parish Council. The Chair and Cllr Willock met prior to the meeting to suggest an appropriate reply for the Parish Council to consider.

The Chair read through the points and the Councillors considered the responses. In addition to the points raised; the Parish Council would like to ask for right of access to the land from Broad Gores (south).

The Solicitor also listed the recommended local searches that required to be carried out at a total cost of £862.76.

Cllr Willcock proposed that the Clerk should reply to the solicitors email with the outlined responses and that the local searches recommended are to be carried out; this was seconded by Cllr George and resolved by the Council.

728/17 To receive update from the Parish Pasture Group and consider/approve associated expenses

Cllr Willcock reported that the weeds had been cut back on the land; he has approached several local contractors and requested quotes however there was only one that was able to carry out the cut immediately.

The Chair asked if there was a formal plan for the meadow area being developed. Cllr Willock said the Friends of Parish Pastures working group was still working on the formal plan and this should be available to view by the Parish Council by the end of the year. The Chair said he would ensure that Allotment Association are also aware a plan is required for the development of the allotment field. The Chair asked Council to consider the ongoing costs to maintain the land as this needs to be taken into consideration when setting the precept.

729/17 To receive update from the Allotment Group and consider/approve associated expenses

The Chair reported on a meeting that had taken place with two National Allotment Association representatives also present at the meeting was Cllr Wilcock & Cllr George. The Chair asked the Council to consider the follow points from the meeting

- Parish Council (PC) needs to decide if to provide a lease or a tenant agreement. *PC agreed in principal that a 20 year lease could be better especially for fund raising.*
- PC advised to include a clause to ban shooting and the control of vermin. *PC to include a clause to this effect in the lease.*
- PC advised to stipulating shed size, green house sizes, location, water catchments & materials. *PC will restrict the size of sheds and green houses to*

1.2 X 1.8 metres, sheds to be made of wood, green houses to have safe glass, all structures to be positioned on the allotment field boarder

- Advised to include a clause to prevent planting of trees or restrict their height. *PC will restrict the height of trees plant on allotments to 2.0 metres*
- Advised to prevent livestock e.g. chickens - reasons no water supply, smell, vermin. *PC to include a clause to this effect in the lease*
- Advised bonfires should only be allowed during the month of November for diseased plants etc.
PC to include a clause to this effect in the lease
- Decide on an annual rent or a long term lease charge. This needs to be set in March. *PC to include a clause to this effect in the lease.*
- Advised the PC to carry out an annual inspection of the allotments. *PC to include a clause to this effect in the lease.*

The National Associated of Allotments (NAA) representatives advised the allotment field boundaries should be maintained in the initial years by the PC, heritage projects re tree and hedge planting can encourage funding. Allotments have legal protection in law the PC should be the body that should consider allotment holder eviction appeals.

The lease agreement should be an overview document with reference to The Clarborough & Welham Allotment Association constitution.

The NAA reps were asked who should prepare the land prior to holders occupying it. This can either be done by the PC or Clarborough & Welham Allotment Association or a joint project. It was recommended that the PC should work with CWAA to prepare the area. Long term the allotments will be self-managed.

The NAA reps were asked what could be PC expect the annual cost be to the PC. Once up and running the cost would be minimal admin charges only however setting up the field in the initial years would need funding. Funding can be provided by the PC or some other organisation or a combination of both.

The Chair took an action on to write up the lease agreement it should include all the points above and be presented at the next PC meeting for ratification.

730/17 To receive any flooding updates

Cllr Avery reported that he met with Cllr Bowler to go through his draft Flood Prevention and Flood Management Strategy. Cllr Avery went through what the next steps would be; this would be based around Local involvement:

- An article to be put in the next Clarborough & Welham newsletter with details of:
- Outline of flood strategy responsibilities of riparian owners, Parish Council, Bassetlaw District Council and Notts County Council,
- Practical steps for householders

- Call for volunteers flood wardens to help implement local aspects of strategy.

Also a leaflet drop to riparian owners and those believed to have been flooded in 2007 and 2014; plus notices to invite to a general meeting at the end of November or during December to discuss the strategy and responsibilities.

Next steps to include the involvement of Councils and agencies; plus Parish Council responsibilities.

731/17 To receive update on the Christmas Lighting event

Cllr Willcock reported that the hall is booked for the 6th December for the Christmas Lighting event.

Emails have been sent to previous stall holders regarding booking their table top stalls for this year; a few responses have been received.

732/17 To report any Highway/Rights of Way or Service faults

No new faults reported.

733/17 To receive any correspondence for information and future agenda items

- Village Hall hire grant
- I.T donation

734/17 Time and date of the next Parish Council meeting

The time and date of the next Parish Council meeting will be 16th October 2017 at 7pm in the Clarborough Village Hall, Main Street, Clarborough

There being no further business the Chair closed the meeting at 9.25pm.